

Frequently Asked Questions – NZIDRS Applications

Eligibility

Q. I'm currently on a scholarship funded by NZAID, can I apply for the NZIDRS?

A. No, the rules of the NZAID scholarship preclude you from applying. You may only apply if the NZAID scholarship has finished and you've already spent two years or more back in your home country.

Q. I currently hold a Commonwealth Scholarship for Masters study in New Zealand. I want to stay and complete my PhD in New Zealand too, can I apply for the NZIDRS?

A. According to the terms and conditions of the Commonwealth Scholarships, you are expected to return home upon completion. As a result you are not encouraged to apply.

Q. I have been awarded another scholarship by my own Government/University for study in New Zealand. Can I still apply for the NZIDRS?

A. It depends, the NZIDR Scholarship may be held with other awards provided the rules of the other award allow it. The exception to this rule is that no NZIDRS recipient may hold another award also funded by the New Zealand Government irrespective of the rules of the other award. As above, this includes but is not limited to the NZAID and Commonwealth Scholarships.

Q. I want to undertake a 'Professional' or 'Named' Doctorate. Can I apply for the NZIDRS?

A. No. Only students undertaking pure doctoral research may be considered for an award. 'Professional' or 'Named' Doctorates are excluded. For a definition of Doctoral degrees, please visit <http://www.kiwiguards.govt.nz/about/definitions/doctoraldegree.html>.

Q. I wish to enrol at a New Zealand University for my PhD but will be conducting my research as a distance student. Am I still eligible to apply for the NZIDRS?

A. No.

Q. I will be a short-term Visiting Researcher in New Zealand whilst maintaining my Masters/PhD Registration at home. Am I eligible to apply for the NZIDRS?

A. No, the NZIDRS is not open to students who will not be enrolling for a New Zealand PhD Qualification.

Establishing contact with a New Zealand University

Q. What does it mean when the application form asks for evidence that I have contacted the relevant department of my chosen institution?

A. In order to secure an appropriate placement and better evaluate the proposed research, candidates are required to establish contact with the relevant department at their preferred New Zealand university. It is expected that you will have been in touch with academics in that department to discuss both your proposed research/research interests and the availability of appropriate supervision. Printed copies of this correspondence should be attached to your application.

Q. Does submitting a scholarship application mean that I don't have to apply for admission directly with the university?

A. No. Scholarship applications and University admission applications are two separate issues. You must apply directly to the University for admission.

Q. Do I have to have a firm offer of a place in the PhD programme of my preferred New Zealand university at the time of applying for the NZIDRS?

A. No, candidates are not necessarily expected to already have a firm offer. However, candidates who are able to show that they have started on their admission applications have a greater chance of being awarded a scholarship than those who have not done so.

Q. What universities can the NZIDRS be held at?

A. Please see the following (in alphabetical order) for a listing of where the award is tenable.

University	Website
AUT University	www.aut.ac.nz
Lincoln University	www.lincoln.ac.nz
Massey University	www.massey.ac.nz
University of Auckland	www.auckland.ac.nz
University of Canterbury	www.canterbury.ac.nz
University of Otago	www.otago.ac.nz
University of Waikato	www.waikato.ac.nz
Victoria University of Wellington	www.vuw.ac.nz

Statement of Proposed Research

Q. How much detail does the selection panel want in my statement of proposed research?

A. This should be as detailed as is possible but no more than one page using a font size no smaller than 11 point. However, there are some fields of study where students are instead assigned to a research group or team from which their own research will eventually emerge. In these cases, your stated research interests should show in-depth knowledge of the types of research taking place in your area of specialisation, the specific research undertaken in that field at your preferred New Zealand university, and how your academic background qualifies you to contribute to research in that field.

Citizenship and Permanent Residence

Q. I hold dual citizenship with my home country and New Zealand. Am I able to apply?

A. No, candidates who hold New Zealand citizenship or permanent residency are considered to be domestic students and may not apply under any circumstances.

English Language Proficiency – Test scores must have been achieved within the past two years

Q. Do I have to provide either an IELTS or TOEFL test score?

A. The **only** exceptions to this requirement are:

- Students who originate from New Zealand, Australia, Canada, Singapore the United Kingdom, the United States of America, South Africa and Ireland; or
- Students who have successfully completed a course of study (undergraduate or postgraduate) in one of the above countries if the study took place over a year or more. This must be supported by academic transcripts showing that the study took place.
- Students who have received a Firm Offer of a place into the PhD Programme of the New Zealand University they would like to attend

Q. I didn't stay for a year, but completed a 3 month course in one of the countries listed above, do I still need to include IELTS or TOEFL scores?

A. Yes, this is non-negotiable.

Q. Even though I don't meet the criteria above, the University I want to attend has told me that I don't have to provide English Language Test Results. Do I still have to submit IELTS or TOEFL scores with my NZIDRS application?

A. If you attach a copy of the letter from the University Admissions Office which confirms that IELTS or TOEFL scores are not required, or a firm offer of a place from the New Zealand university, then and only then will the IELTS or TOEFL be waived by the Education New Zealand Scholarships Manager.

Q. Where is my closest IELTS or TOEFL Testing Centre?

A. For information on TOEFL, please visit www.ets.org/toefl/index.html. For information on IELTS, please visit www.ielts.org.

Q. Can my TOEFL Test Scores be sent directly to Education New Zealand?

A. Yes, they can. If taking the TOEFL test then please feel free to use the Education New Zealand Trust TOEFL board number **8727** and they will send your results directly to ENZ.

Q. Can I provide test results for an English proficiency test which is not IELTS or TOEFL?

A. The only other type of tests which can be accepted are the Cambridge Certificate in Advanced English (CAE), minimum grade 'B' or the Cambridge Certificate of Proficiency in English (CPE), minimum grade 'C'. No other types of tests will be accepted. This is non-negotiable.

Q. Can I provide a letter of reference in support of my English language ability instead of test results?

A. No. If you have not completed a minimum of one year studying in an English speaking country (as supported by academic records) or are not from one of the countries listed above, then test scores are required.

Q. If my English language score does not meet the minimum stated in the NZIDRS application documents, will my application still be considered?

A. No, the stated English language proficiency levels are necessary for all students wishing to gain admission at New Zealand's educational institutions at post-graduate level. If your scores are below the stated minimums then your application will be deemed to be ineligible and cannot be considered by the Selection Panel. If this is the case, please do not apply for the NZIDRS.

Application documents

Q. Will my application be accepted if the postmark is the same day as the application close date (15 July)?

A. No, only those applications which arrive **before 5pm on the 15th of July** will be accepted. Anything arriving after that date will be deemed ineligible. Please ensure you take note of international postage/courier time frames.

Q. Can I e-mail or fax my application documents to the Scholarships Manager?

A. The only documents which can be accepted by fax are references, personal statements or research proposals. Please do not e-mail or fax your application form or any other supporting documents unless specifically requested by the Scholarships Manager as they cannot be accepted.

Q. Who should I approach for appropriate references?

A. If you have been involved in research, at least one of your recommendations must come from the individual who supervised your work. The best evaluations are those that come from faculty in your field of study or from individuals who have directly supervised your work in a research facility. Evaluations from former high school teachers, coaches, or family friends are generally of little value. It is Academic References that the NZIDRS Selection panel would like to see.

Q. How should my referees submit their comments?

A. Referees should forward their comments directly to the Scholarships Manager at Education New Zealand.

- These can be faxed to +64 4 471 2828 or posted to the same address used for your scholarship application.
- If they prefer to hand the reference to you for inclusion with the rest of your papers, please ask them to enclose their comments in a sealed envelope and place their signature across the seal to ensure confidentiality.

Q. Do my referees need to provide six (6) copies of their comments?

A. No, only one copy of their reference is required from them. Education New Zealand will photocopy the required number and add them to your six application sets.

Q. The NZIDRS says that candidates must submit six (6) copies of the application documents. Can I send one original set and photocopy the other five (5)?

A. Provided there is one complete 'Master Set' which contains the original documents or official, legally certified/notarised copies of the original documents, then the remaining five sets may be straight photocopies.

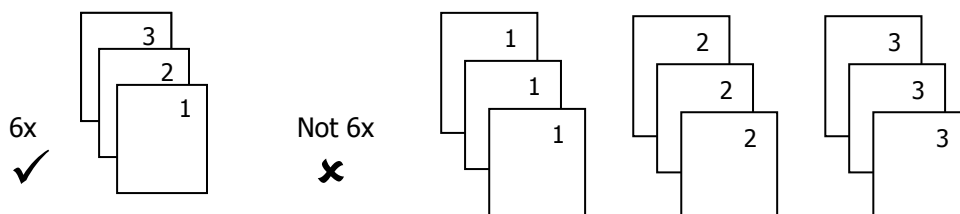
Q. Are there any documents in particular which I do not have to submit 6 copies of?

A. Yes, the ENZ Scholarships Manager will photocopy the required number of references and ECE Certificates or NARIC Individual Assessments for each application set. All other documents should be photocopied with the rest of your papers.

Q. Is there any particular way my application sets should be collated?

A. Yes. Please collate your papers to form six (6) individual application sets.

E.g. Page 1+2+3+4 = 1 application **NOT** page 1x6, page 2x6, page 3x6, page 4x6 etc.



- Use white paper as coloured paper does not photocopy well and is often difficult to read.
- Do not submit applications with lots of staples and/or paperclips throughout as these cause problems with our photocopier when preparing documents for the selection panel. If you wish to staple your application papers together, please do so **once** in the top left corner or use big clips instead.
- As the application form is available in Word format via www.newzealandeducated.com/scholarships, please type your application as handwriting is often difficult to decipher.

Please arrange your papers in the following order:

1. Application form page 1 – 4
2. ECE Certificate/NARIC Individual Assessment
3. Academic Transcripts
4. Research Proposal
5. Personal Statement
6. English language test results (where applicable)
7. Evidence of Correspondence with the university you wish to attend regarding the availability of appropriate supervision and/or an Offer of Place letter from university.
8. Evidence of citizenship
9. Referees Reports in sealed envelopes with the referees signature across the seal

Q. If I'm unsuccessful in my application for a scholarship, will Education New Zealand return all of my application documents to me?

A. No, your application will not be returned. However, if requested at the time of application, your ECE certificate will be returned as these remain valid from 10 years and you may have another use for it.

Evaluation of credentials

Candidates who have successfully completed a post-graduate qualification whilst physically based in New Zealand, Australia, Canada, the United Kingdom, the United States of America, Ireland, France or Germany are not required to provide a certificate evaluating their academic credentials. Evidence of such study must be provided by way of Academic Transcripts and degree certificates (legally certified/notarised copies of these will be accepted). All other candidates must supply either an ECE Certificate or a NARIC Individual Assessment and no waivers will be granted.

If your Masters Qualification was undertaken at a Satellite campus, (e.g. A UK University's campus in Dubai), then the ECE Certificate is still required. In addition, if you have undertaken an EU Masters degree run by a consortium of European universities, you will still need to provide the ECE Certificate.

Please note - If you do not meet the criteria for an ECE exclusion you **must** submit an ECE Certificate or your application will be deemed to be incomplete and will not be considered by the Selection Panel. This is non-negotiable.

ECE Certificates can be obtained for a reasonable fee from an organisation called 'Education Credential Evaluators, Inc.' who are based in the USA (www.ece.org). ECE is an organisation which assesses the qualifications you've completed and provide you with a certificate showing their comparability and confirming that your qualifications are from genuine accredited institutions.

Please note that for the purposes of the NZIDR Scholarships, a 'General' ECE evaluation certificate is acceptable. If applying for a NARIC assessment, you will need to apply for an Individual Assessment. However, some New Zealand universities require international students to submit a longer and more comprehensive 'Course by Course' certificate for the purposes of admission. Before you apply for your ECE Certificate, please ensure you check with the university's International Students Admission Office as to whether this applies to their institution *before* applying to ECE or NARIC for your evaluation so you apply for the most cost effective option.

Educational Credential Evaluators, Inc.

PO Box 514-070
Milwaukee
Wisconsin 53203-3470
USA

Tel: +1 414 289 3400
Fax: +1 414 289 3411
Website: www.ece.org
E-mail: eval@ece.org

UK NARIC

Oriel House
Oriel Road
Cheltenham
GLOS, GL50 1XP
UK

Website: www.naric.org.uk
E-mail: info@naric.org.uk

Be aware that not all NZ universities use ECE Certificates or NARIC Individual Assessments for the purposes of admission. If the university you wish to attend tells you that either of these are not required from you, please remember that they cannot comment on documents required for an NZIDRS application, only admission requirements for their institution.

Remember to apply for your ECE Certificate or NARIC Assessment soon after deciding you wish to apply for the NZIDRS. This is an important item for your scholarship application and unless you meet the stated exclusion criteria, your application will be incomplete without it and cannot be considered by the Selection Panel.

Q. Is the requirement for an ECE Certificate or NARIC Individual Assessment negotiable?

A. No

Q. When should I order my ECE Certificate or NARIC Individual Assessment?

A. As soon as you decide that you wish to apply for the NZIDRS. The assessments do take time to prepare and should be ordered well in advance of the NZIDRS application closing date of 15 July.

General information

Q. How will I find out whether my application was successful?

A. All candidates will be advised of the results via e-mail. Successful candidates will also receive a formal letter advising them of their success. Make sure you provide a clearly written and valid e-mail address. If using a service such as Hotmail, Yahoo or Web.de, ensure there is sufficient space in your mailbox and that your security settings allow you to receive messages from scholarships@educationnz.org.nz. This is very important as candidates who provide illegible contact details cannot be advised of their application status or the selection results in a timely manner.

Q. When will I find out whether my application was successful?

A. The NZIDRS Selection panel usually meet in late-September and candidates are usually advised of the results in the first week of October.

Q. My application was successful and I've been awarded a NZIDRS, when will the scholarship commence?

A. Successful candidates may take up their awards at any time between 5 January and 30 June in the year following that of application subject to the agreement of the host university and department.

Q. How will my scholarship money be paid to me?

A. All NZIDRS payments, including tuition fees, are made by the host university, usually by that institution's Scholarships Office. No payment will be made to an NZIDRS Scholar until they have enrolled and a New Zealand bank account has been opened. As a result, successful candidates will need to bring enough money with them to cover their first few weeks in New Zealand. This will provide enough time to open your bank account and for the university to arrange your establishment allowance and first living allowance payment.

Q. Does the scholarship cover costs associated with visa applications?

A. No, recipients are liable for all costs incurred as the result of visa applications including the cost of a medical examination where required.

NZIDRS Applications should be submitted to the address below:

Standard Postal Address:

Scholarships Manager
Education New Zealand Trust
PO Box 10-500
Wellington 6143
NEW ZEALAND

Courier Address:

Scholarships Manager
Education New Zealand Trust
6th Floor, 138 The Terrace
Wellington 6011
NEW ZEALAND
Ph: +64 4 472 0788

The Education New Zealand Scholarships Manager can be contacted at scholarships@educationnz.org.nz

Please note that you will receive written acknowledgement that your papers have arrived. This will be sent via e-mail. However, due to high volumes of mail submitted to ENZ in relation to the NZIDRS, acknowledgement cannot be guaranteed on the day the papers arrive.